



MEETINGS OF THE *Broomfield Council*

BROOMFIELD COUNCIL STUDY SESSION AGENDA

THURSDAY, SEPTEMBER 17, 2026

6:00 PM

Broomfield Council Chambers

George Di Ciero City and County Building

One DesCombes Drive

Broomfield, CO 80020

1. Study Session

1.A. Department Budget Presentations - 1

1.B. Ward and Boundary Review

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Date Posted: September 9, 2026



CITY AND COUNTY OF BROOMFIELD

Staff Memorandum

Meeting Date: September 17, 2026

To: Mayor and Council

From: Jennifer Hoffman, City and County Manager

Presented By: Departments and Department Heads

Memo Title/Subject: 2027 Operational Proposed Budget Discussion

[View Correspondence](#)

[View Presentation](#)

Over the last 5 years, the budget process has been evolving with the aim of increasing transparency and providing deeper insight into the annual budget. As part of the annual budget process staff hosts study sessions with the City Council after the release of the Proposed Budget. This is the first of two study sessions related to the 2027 Proposed Budget. An opportunity for public comment will be provided at each study session. The departments that will have staff available tonight include the following:

- City and County Attorney's Office (CAO)
- Clerk and Recorder
- Community Development
- Development Diversity, Equity and Inclusion
- 17th Judicial District Attorney's Office
- Economic Vitality and Development
- Human Resources
- Information Technology
- Open Space and Trails
- Parks, Recreation, Senior Services
- Public Works

2027 Proposed Budget information can be found [HERE](#).

- The information was made available to the Public on September 3rd [HERE](#).

Department Presentations can be found [HERE](#).

Department Presentation Recordings can be found [HERE](#).

The second budget presentation will be held on September 24 and include the remaining departments as listed below:

- Assessor
- City and County Manager's Office (CMO)
- Communications and Engagement
- Courts
- Finance
- Human Services
- Library, Art & History and CSU Extension
- Performance and Internal Audit
- Police
- Public Health and Environment
- Water Utilities

Meeting Date: September 17, 2026
Title of Memo: 2027 Operational Proposed Budget Discussion
Prepared By: J. Stephanie Chen, Budget Manager

Next Steps

Following the above noted study sessions and pursuant to Charter, a public hearing on the proposed budget will be held during the City Council meeting on October 13, 2026. The proposed budget is then scheduled for formal consideration and final adoption on October 27, 2026 at the regularly scheduled City Council Meeting.

Financial Considerations

There are no financial considerations for this agenda item.

Prior Council or Other Entity Actions

No prior action on the 2027 Proposed Budget has occurred.

Boards and Commissions Prior Actions and Recommendations

N/A



Meeting Date:

To: Mayor and Council

From: Jennifer Hoffman, City and County Manager

Presented By: Crystal Clemens, City and County Clerk and Recorder

Memo Title/Subject: Study Session Regarding Ward Boundary Adjustments Due to Population Changes

[View Correspondence](#)

[View Presentation](#)

Proposed Actions

In light of the Ward 1 vacancy and resulting off-cycle election in November 2026, as well as the upcoming 2030 census, staff is seeking direction from Council to proceed with redistricting after the 2030 general election, rather than through an expedited process in 2027.

Summary and Background

Broomfield is divided into [five wards](#), each represented by two elected Councilmembers. For fair representation, these wards should have roughly equal populations, and boundaries are periodically redrawn as population shifts occur. Current data shows a [24.9% population gap](#) between Broomfield's most and least populated wards.

[Resolution 2019-77](#), approved by Council on June 11, 2019, directs a population review within three months after each municipal election and requires staff to prepare alternative maps once the disparity between wards exceeds 10%. The resolution further requires the redistricting to be finalized within 9 months of the municipal election.

Following this process, staff completed a population review within three months of the municipal election that occurred in 2025. Based on [February 2026 data](#), Broomfield's five wards now reflect a 24.9% gap between the most and least populated wards. Although this review showed that there was a population gap between wards, staff could not bring forward the consideration for redistricting due to an unanticipated Ward 1 vacancy in early 2026.

This Ward 1 vacancy was filled by Council appointment, and that appointment triggered a separate off-cycle election that will occur in November 2026 to fill the remainder of the term. This sequence, paired with state election-calendar constraints, made it infeasible to redraw boundaries in 2026.

Because the statutory review could not proceed on its original timeline, staff is now asking Council for direction on when redistricting should be taken up. Staff is therefore seeking direction on whether to complete redistricting in 2030 or whether to expedite the process to be completed in early 2027. Staff

recommends modifying the current resolution to align with Council direction. The resolution will be presented for Council review at the October 13, 2026 Council meeting.

As explained below, given state statute freezing precinct boundary changes for the two years leading up to the decennial census and the deadlines for the three 2028 elections, any changes must be completed either prior to 2028 or after the 2030 general election.

Why Redistricting Could Not Move Forward in 2026

Although the population data triggers our rebalancing obligation, initiating a formal redistricting process prior to the 2026 election was not feasible for the following reasons:

1. Ward 1 Appointment and Off-Cycle Election. A Ward 1 vacancy was filled by Council appointment in February 2026, and that appointment itself triggers a separate off-cycle election in November 2026 to fill the remainder of the term. The Charter requires boundary changes to be finalized at least 180 days before an election (generally May). Redrawing ward boundaries between the appointment and that off-cycle election would have created significant practical complications, including potential residency conflicts for the incumbent and prospective candidates in a ward whose lines could be modified.
2. Election Calendar Constraints. Colorado law (C.R.S. § 1-5-103) requires precinct boundaries to be settled at least 29 days before a precinct caucus. That deadline was February 4, 2026 for the 2026 election cycle.

Process for Redistricting in Broomfield

Redistricting is a rigorous undertaking that moves systematically from initial drafting to final implementation. The process begins with GIS developing proposed district boundaries based on population data, a Council Study Session to review the proposed maps, followed by dedicated public comment periods where community members review draft maps and offer feedback. Following the public comment periods, an ordinance will be presented to Council for first and second reading to legally enact the new boundaries. The last time Broomfield redrew ward boundaries was in 2020, and at that time the above process spanned roughly seven months between the first study session and final adoption.

Regardless of timing, the underlying methodology for redrawing wards would be the same. Broomfield's Geographic Information Systems (GIS) Division will review population numbers to prepare maps for Council review. Populations are balanced among wards, aiming for +/- 5% of the mean population. It should be noted that while Broomfield Charter Section 4.2 uses the word voters rather than population, Broomfield has used population to redraw boundaries at least since Broomfield became a city and county. In 2019, Council previously examined this issue during discussions about redistricting. Additionally, the Charter Review Committee also examined this issue in 2023. Ultimately, guidance from a U.S. Supreme Court case confirmed that population is the most appropriate measure for redistricting.

While many jurisdictions rely on census data every 10 years, Broomfield uses its own population estimates for more frequent and accurate Ward adjustments to account for growth. GIS calculates Ward population by assigning estimated population to residential parcels using variables from the City and County of

Broomfield's Community Development and Economic Vitality Departments. This information is cross-referenced with Assessor data, Plats, site development plans and Aerial images.

During the Ward adjustment review, several factors are considered;

- Parcel boundaries are not split to maintain data accuracy
- Attempts to keep neighborhoods within a single ward
- Projects for future population growth for long-term stability
- Special district boundaries are considered to minimize splits within ballot styles

GIS Layers

- Council Member Layer
- Population Parcel Layer
- Streets Layer
- Special Districts
- Future Growth Areas
- Precincts

To ensure consistency staff also recommends updating precincts when ward boundaries are adjusted. Updating precincts reduces precinct splits between wards, reducing ballot complexity, ensuring balanced precinct sizes, and protecting voter secrecy by avoiding undersized precincts.

After the adoption of the ordinance, election staff must manually review and update every individual voter record impacted by the line shifts to ensure citizens are accurately assigned to their correct new precincts and voting districts ahead of the next election.

Direction Requested from Council

With 2026 not available due to the council vacancy appointment that occurred in early 2026 and subsequent election, Council has two realistic paths forward, and each carries meaningfully different implications. Staff lays out both below so Council can weigh the trade-offs directly.

Option A: Direct Staff to Complete Redistricting in 2030 (Recommended)

To complete redistricting in an even numbered year when there is no municipal election, Council can direct staff to complete redistricting in 2030, to be effective after the 2030 general election.

Redistricting would not be able to take place in 2028 due to a state statute freezing precinct boundary changes for the two years preceding the general election in a decennial census year and the deadlines for the three 2028 elections. Charter prohibits changes to ward boundaries within 180 days of a "regular election".

Under this scenario, Council would consider the potential district changes and vote to approve revised wards that balance population in late 2030 with the effective date of the change set as January 1, 2031 to ensure changes occur after the 2030 general election is completed. This option would provide residents with significant notice regarding the upcoming redistricting changes for their consideration while determining

whether to consider running for a local seat during the 2031 municipal election. It would also allow staff to follow a process comparable in length and pacing to the last redistricting effort without compressing study sessions or public engagement.

The practical consequence of Option A is that the existing 24.9% population disparity between wards would remain in place for a longer period than under Option B.

Option B: Direct Staff to Complete Redistricting in 2027 (Not Recommended)

Under this option, Council would direct staff to move forward promptly, with the goal of finalizing new ward boundaries as soon as possible after the 2026 election. The intent would be to ensure prospective candidates and residents have clarity about which ward they live in early 2027 before candidacy decisions are made.

An expedited timeline compresses the window between when new maps are finalized and when candidates must decide whether to run. Residents considering a Council campaign may need to make that decision with less advanced knowledge of the geographic area they would represent than under a slower process. For some, that uncertainty could factor into whether they choose to run.

Second, an expedited process compresses the window for the broader community to review draft maps and provide feedback. Under the compressed schedule, the public input period runs approximately three weeks (January 20 to February 9, 2027), compared to the public engagement period built into the 2020 process, which spanned several months alongside the February and July study sessions. Residents who want to understand how a proposed boundary change affects their ward, weigh in before Council's first reading, or attend more than one opportunity to comment would have meaningfully less time to do so.

To fit within this compressed window, the study session and public engagement process would need to be condensed from approximately seven months to approximately two months as further detailed in the table below.

	2020 Process	Expedited 2027 Process
Study Session (Draft Maps)	February 2020	January 19, 2027
Map Revisions/Comments	5 Months	3 weeks
Second Study Session	July 2020	Not available
First Reading	Early August 2020	Late February 2027
Second Reading	Late August 2020	Early March 2027
Total Timeframe	7 Months	2 Months

Timing for Future Redistricting

Council's choice between Option A and Option B applies to this population disparity only, and does not commit Council to redistricting in odd years, even years, or any other fixed cadence going forward. Each future instance where ward population disparity exceeds the 10% threshold will carry its own circumstances.

For that reason, staff recommends that Council instead direct staff to continue reviewing population after each municipal election, bring forward the population data and its implications each time the threshold is triggered, and to seek Council's direction on timing at that point. This preserves Council's ability to weigh the specific circumstances present when a future disparity occurs, rather than applying a one-size-fits-all rule adopted today to situations that haven't yet arisen.

Regardless of which option Council selects, staff will bring forward a resolution at a future meeting to formally confirm Council's ward redistricting direction and provide that clarity going forward.

Next Steps

A resolution will be brought forward for Council consideration to address the need to change the intended ward boundary changes due to the 2026 off-cycle vacancy appointment. Staff will draft the resolution based on Council's direction as to whether to proceed in 2027 or 2030.

Separate future action will be required regarding the consideration of the ward district changes.

Financial Considerations

There are no financial considerations.

Prior Council or Other Entity Actions

[April 28, 2015](#) Ordinance No. 2008 was approved by Council on second reading.

[June 11, 2019](#) Resolution 2019-77 was approved by Council.

[August 25, 2020](#) Ordinance No. 2134 was approved by Council on second reading.